

5. Substitutes

With the exception of the Cabinet (in respect of which no substitute or co-opted members are permitted) and unless otherwise provided in a committee's terms of reference, if a councillor cannot attend a meeting of a committee, their political group may nominate a substitute from the same political group.

Political groups should only nominate councillors as substitutes if they have had relevant training in the work of the committee.

No member of the Cabinet may be substituted to an overview and scrutiny committee.

Substitute membership will only apply to elected councillors and not to co-opted members.

Written notice of substitute councillors must be given to the Members Support Manager (democratic.services@iow.gov.uk) before the meeting begins and will be announced at the beginning of the meeting. Once the meeting has been informed of the appointment of a substitute, the original councillor may not resume membership of the committee until after the conclusion of the meeting.

Substitutes have all the powers and duties of any ordinary member of the committee.

A substitute who attends in the absence of the chairman or vice-chairman may not undertake the role of chairman or vice-chairman unless appointed in that capacity by the committee.

Substitute members on Planning Committee

In addition to the above, the following provisions apply to substitutes on the Planning Committee.

No more than three substitutes may be appointed for each political group.

Attendance of a substitute at a forthcoming meeting must be notified in writing to the Members Support Manager no later than two working days before the scheduled Planning Committee site visits.